

47494

TO: Board of Acquisition and Contract

FROM: Jay T. Pisco, PE
Commissioner of Public Works and Transportation

DATE: June 30, 2015

SUBJECT: Authority to Enter into Agreement #15-939
In the matter of Engineering Services in connection with the
Asset Management Pilot Program, Port Chester Wastewater Treatment Plant,
Port Chester, New York

Consultant: **ARCADIS of New York, Inc.**

Agreement Amount: **\$227,400.00**

Subconsultant Approval: *GHD Consulting Services Inc.*
LynStaar Engineering, PC (WBE)

Authority of your Honorable Board is requested to enter into an Agreement in connection with the Asset Management Pilot Program, Port Chester Wastewater Treatment Plant, Port Chester, New York. The consultant shall provide study services associated with this project. For study services, the consultant shall provide data acquisition, verify existing site conditions, perform engineering analysis, develop alternate solutions with associated cost estimates, prepare a draft report for review, and issue a final report indicating recommended options.

The objective of this project will be the development of a pilot asset management program at the Port Chester Wastewater Treatment Plant (WWTP) in order to provide a cost-effective asset replacement planning and prioritization program which can then ultimately be used at all facilities operated and maintained by the Westchester County Department of Environmental Facilities. The pilot program at the Port Chester WWTP involves identifying the data and workflow enhancements required to upgrade the existing maintenance management system into an efficient and sustainable asset management program. This agreement will benefit the public as it will ensure that the County's wastewater treatment operations are safe and environmentally compliant, thus addressing the County Executive's priority area of Infrastructure.

Since the estimated fee for professional services was greater than \$100,000, in accordance with the Rules of the Professional Prequalification and Selection Boards, on October 8, 2014, a meeting of the Professional Prequalification Board was held to discuss the scope of work and request a list of qualified firms to provide the necessary services. The list was reviewed by the Professional Selection Board on November 12, 2014 whereby AECOM USA, Inc.; ARCADIS of New York, Inc.; Barton & Loguidice, DPC; Camp Dresser McKee & Smith; GHD Consulting Services Inc.; Hazen and Sawyer, PC; Henningson, Durham & Richardson Architecture and Engineering, PC; Parsons Brinckerhoff Quade & Douglas, Inc.; and Savin Engineers, PC were selected to possibly perform said services. On March 27, 2015, a request for proposal (RFP) was sent to the qualified firms and subsequently two (2) proposals were received on April 29, 2015.

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After reviewing the proposals, and based on the evaluation criteria set forth in the request for proposal, including technical merit and net cost, the Professional Selection Board at its meeting held June 17, 2015, selected ARCADIS of New York, Inc., 44 South Broadway, 15th Floor, White Plains, New York 10601, as the number one firm to perform engineering services in connection with the Asset Management Pilot Program, Port Chester Wastewater Treatment Plant, Port Chester, New York, for a total fee of \$227,400.00, pursuant to an approved budget, which represents the best possible contract for the County.

In addition, ARCADIS of New York, Inc. has requested the utilization of the following subconsultants: GHD Consulting Services Inc. (Task Leaders & QA/QC), 150 Grand Street, 4th Floor, White Plains, New York 10601; and LynStaar Engineering, PC (Task Support), 448-450 Manville Road, Pleasantville, New York 10570.

The proposed has been reviewed and is judged to be responsive to the task at hand.

The Department of Public Works and Transportation will track scheduling and accomplishments by the consultant and perform on-site inspections to ensure the successful completion of this project.

This matter has been reviewed by the Deputy County Executive and the Commissioner of the Department of Environmental Facilities, and they are in concurrence.

I recommend adoption of the attached proposed Resolution.

JTP/LR/AS

RESOLUTION

Upon communication from the Commissioner of Public Works and Transportation, be it hereby

RESOLVED, that approval is hereby granted to enter into an Agreement with the firm of ARCADIS of New York, Inc., 44 South Broadway, 15th Floor, White Plains, New York 10601, for engineering services associated with the Asset Management Pilot Program, Port Chester Wastewater Treatment Plant, Port Chester, New York. The consultant shall provide study services associated with this project. For study services, the consultant shall provide data acquisition, verify existing site conditions, perform engineering analysis, develop alternate solutions with associated cost estimates, prepare a draft report for review, and issue a final report indicating recommended options; and be it further

RESOLVED, that for services rendered in accordance with the consultant's proposal, a total compensation of \$227,400.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: GHD Consulting Services Inc. (Task Leaders & QA/QC), 150 Grand Street, 4th Floor, White Plains, New York 10601; and LynStaar Engineering, PC (Task Support), 448-450 Manville Road, Pleasantville, New York 10570; and be it further

RESOLVED, that the Agreement shall commence upon the consultant's receipt of written notice from the Commissioner of Public Works and Transportation or his designee and that the completion date shall be December 31, 2018; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized and empowered to execute any and all documents necessary or appropriate to effectuate the purposes hereof.

Agreement No. 15-939

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
322	60	SW01001E	6120-03	BA #64-2014	\$ 227,400.00

Budget Funding Year(s): 2015 Start Date: 07/31/2015 End Date: 12/31/2018
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No. /
 State Aid: _____ Social Security No.: _____
\$227,400.00 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: _____ Encumbrance No.: _____